



Planning Commission Meeting
October 21, 2020 5:30 PM

Tim Hauptert called the Planning Commission meeting to order at 5:30 p.m.

PRESENT: Mayor Cegelka, Jeff Adie, Kel Billings, Scott McColl, Tim Hauptert

OTHERS PRESENT: Law Director Mark Marong, Building Commissioner Bob Rodic, Engineer Mike Henry (by phone)

Motion by Scott McColl seconded by Jeff Adie to approve the minutes of the September 16, 2020 Planning Commission Meeting.

**Yeas—Mayor Cegelka, Adie, Billings, McColl, Hauptert
5 yeas – 0 nays**

Motion carried

OLD BUSINESS:

None

NEW BUSINESS:

REQUEST FOR SITE APPROVAL OF A FOUR-FOOT HIGH PICKET FENCE AT 29369 SOUTH VILLAGE LANE:

Building Commissioner Bob Rodic reported; the applicants Chun Fang Wu and Gee Ming Mak the owners of the property at 29369 South Village Lane are seeking site and design approval to authorize the construction of a four-foot (4') high scalloped picket fence that will be located in the rear yard of the property. The fence will be approximately 114' in total length. The property is zoned Village Center Home District. The fence will be white in color and vinyl in material. It will be located west of the storm sewer easement on the westerly side of the property. The location of the fence with its' relationship to the east property line will need to be defined prior to permitting. The application includes: fence permit application, a site plan which depicts the setback of the fence from the side and rear property lines, an image of the fence and approval from the Glenwillow Place Homeowners Association. Comments from the Village Architect are also included. The Village Architect's comments were taken into consideration and the submission was amended for the scalloped style fence to the more traditional style.

There is an existing fence on the adjacent property at 29309 South Village Lane (depicted on the site plan at lot 19) that was permitted in 2016. It is located outside of the storm sewer easement approximately ten (10) feet from its' easterly property line. The proposed fence at 29369 South Village Lane will be approximately ten (10) feet from its' westerly property line to keep it outside the easement providing an aggregate distance of twenty (20) feet between the two fences. The section of the HOA Bylaws referenced by Mr. Goolamier

in his approval are attached. The section concerns itself with closely spaced parallel surfaces that would require routine maintenance such as lawn mowing.

Law Director Mark Marong commented; there are general maintenance provisions in our code and deed restrictions in the Glenwillow Place subdivision. There is a 20-foot area of storm sewer easement between these two fences. With any approval on the site plan, the applicant needs to know they still need to maintain the grass outside the fenced in area that is on their property.

Motion by Jeff Adie second by Mayor Cegelka for site approval of a four-foot picket fence located at 29369 South Village Lane subject to the fence not being placed in the storm sewer easement area and the property owner shall maintain the grass area outside of the fence in the storm sewer easement area on their property.

**Yeas—Adie, Billings, Cegelka, McColl, Hauptert
5 yeas – 0 nays**

Motion Carried

**REQUEST FOR SITE APPROVAL OF MODIFICATION FOR DRIVEWAY ENTRANCE
ONTO PETTIBONE ROAD AT 31031 DIAMOND PARKWAY:**

Building Commissioner Bob Rodic reported; Superior Beverage located at 31031 Diamond Parkway is seeking site and landscape approval to authorize the re-construction of an existing emergency entrance drive into an employee entrance drive at a site located on the north side of their property fronting on Pettibone Road. The property is zoned as General Industrial District. The new drive will be constructed of concrete and will be 26' feet wide. The access gate will be relocated as well. Landscape material is proposed on the east and west side of the drive. Attached are minutes from a December 2009 Planning Commission meeting in which the drive was required to allow for fire department access from Pettibone Road for the Solon Fire Department who was the fire service provider at the time. The minutes from the meeting are attached with Geis Companies/First Beverage Group proposal discussion. Copies of the original approved site plan depicting the original drive are also attached.

The application includes a written narrative from the applicant's representative explaining the purpose for the re-construction, a site plan, a conceptual plan of the landscape installation, images of the landscape material, an image of the proposed installation, and an image of the sign. The plan conforms to the zoning code.

Sonya from AECOM representing Superior Beverage commented; the reason for the proposal of modifying the Pettibone Road entrance into 31031 Pettibone Road is due to the increased vehicular traffic due to the opening of Amazon. This would be for employee access only and would be stated on the proposed signage. The entrance gate will remain but be moved further from Pettibone Road to avoid vehicles stacking up. Multiple vehicles will be able to stack within the gate and the road. The gates will have technology to open automatically when an employee's vehicle arrives. Any non-employee vehicle will not be able to open the gate. There will be a camera linked to the gates to monitor non-employee vehicles. This technology is already on place at the existing gate now.

Jeff Adie questioned what the width of the apron will be at the entrance. Greg Cifra, Civil Infrastructure Manager at AECOM commented; the apron currently measures approximately 21 ft. and will be increased drive will be increased to 26 ft. Both will be made wider so traffic will not be impeded.

Mayor Cegelka thanked Superior Beverage for undertaking the project in anticipation of the increased traffic due to the Amazon facility opening to avoid any potential backups and benefit their employees.

Motion by Tim Haupt second by Scott McColl for a site plan approval of a modification of driveway entrance onto Pettibone Road from 30301 Diamond Parkway subject to a boundary survey being done confirming all work is in the municipal boundary of Glenwillow and subject to the approval of the Village Engineer of the final improvement plans prepared by a professional engineer and surveyor illustrating existing conditions, property municipal boundaries, proposed site improvements, abbreviated SWP3, storm sewer and other modifications to allow the installation of the proposed employee entrance off Pettibone Road.

**Yeas—Adie, Billings, Cegelka, McColl, Haupt
5 yeas – 0 nays**

Motion Carried

REQUEST FOR SITE APPORVAL OF A FREE-STANDING SIGN AT THE PETTIBONE ROAD ENTRANCE OF 31031 DAIMOND PARKWAY:

Building Commissioner Bob Rodic reported; Superior Beverage located at 31031 Diamond Parkway is seeking site and design approval to construct a free-standing sign to discourage truck traffic and serve as identification of an "Employee Entrance" at a site located on the north side of their property fronting on Pettibone Road. The property is zoned as General Industrial District. The 2-sided Sign will be approximately 27 s.f. per sign face (4.5' x 6.0') and will be setback approximately 11.5' from the public right-of-way. A written narrative explaining the sign and the landscape improvement is found in the application along with the site plan, images of the existing and proposed sign, the modified entrance and plant material details. The plan conforms to the zoning code.

Scott McColl questioned if there will be a sign on the east side along with the west side. Greg Cifra commented; the sign is proposed for the west side only. To put a second sign on the ditch side to the east could potentially cause a line of site issue.

Motion by Tim Haupt second by Mayor Cegelka for site approval of free-standing sign at the Pettibone Road entrance of 31031 Diamond Parkway conditioned upon the improvement it is in the Village of Glenwillow boundaries and not in Solon.

**Yeas—Adie, Billings, Cegelka, Haupt, McColl
5 yeas – 0 nays**

Motion Carried

REQUEST FOR SITE APPROVAL OF A SHED LOCATED AT 7660 PINECREST LANE:

Building Commissioner Bob Rodic reported; Benita Smith, the owner of the property at 7655 Pinecrest Lane is requesting site and design approval to authorize the placement of a 10' x 12' (120 s.f.) accessory building on the property which is 41,460 s.f. in area. The property is in the Country Home District. The shed is existing and was constructed without approvals in October 2018. An accessory building is permitted in the side and rear yards. The application includes a photograph of

the location, images of the accessory building and main structure, and an approval with recommendations from the HOA. The plan conforms to the Zoning Code.

Motion by Jeff Adie second by Mayor Cegelka for site approval of a shed located at 7660 Pinecrest Lane with the recommendations from the HOA that the shed be repainted the same color.

**Yeas—Adie, Billings, Cegelka, McColl
abstain-Haupt
4 yeas – 0 nays
1-abstain**

Motion Carried

REQUEST FOR SITE APPROVAL OF A GAZEBO LOCATED AT 29810 PETTIBONE ROAD:

Building Commissioner Bob Rodic reported; The Village of Glenwillow is requesting site approval to authorize the construction of a gazebo for public use to be located at 29810 Pettibone Road in Pettibone Road Park. The property is zoned Village Center Business District. The gazebo is part of the Pettibone Road Park Master Plan approved by the Planning Commission in June 2017. The 9-sided polygon will be nearly 18'-6" in height. It will be of wood frame construction with a green metal roof covering with the structure's columns, railing and trim elements painted white. The site plan, elevation and prospectus views and a copy of the Master Plan are included with the application. The plan conforms to the Zoning Code.

Engineer Mike Henry commented; the gazebo will be approximately 25 feet in diameter, white in color with a green metal roof. It will be approximately 75 feet south of the property line with a concrete sidewalk.

Motion by Jeff Adie second by Scott McColl for site approval of gazebo at 29810 Pettibone Road.

**Yeas—Adie, Billings, Cegelka, Haupt, McColl
5 yeas – 0 nays**

Motion Carried

MISCELLANEOUS:

Building Commissioner Bob Rodic commented; there was an application submitted for a shed approval for the next Planning Commission meeting. The owner of the new construction going up on Pinecrest was contacted for a landscape plan. He will be submitting in the next month or two.

ADJOURNMENT

There being no further business to come before the Planning Commission, motion Kel Billings seconded by Jeff Adie to adjourn the meeting. Vote on the motion to adjourn was all yeas and no nays.

The meeting was adjourned at 6:15 p.m.

 11/18/20
Planning Commission


Planning Commission Secretary-Lori A. Kovach